




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Rotation of SL Designees. During June, personnel actions were received effecting the transfers of a total of fourteen OL employees to SL positions located in other Agency components. Also, the return of one SL Designee to the OL Staffing Complement was effective.

Staffing Complement Changes and Classification Studies Regarding SL Positions.

- (1) Classification Survey of Printing Services Division. A draft of the Staffing Complement Change Authorization proposed by the Salary and Wage Division, OP, reflecting the requested organizational changes and results of the classification survey of PSD has been furnished OL for review. It is expected that a Form 261 will be issued by S&WD/OP during the month of July.
- (2) Revision of OL Staffing Complement to Correspond with Internal Distribution of OL Personnel Ceiling to OL Components. As a result of further inquiries, we understand that this "package" is still with the Agency Manpower Control Officer of the Office of the Comptroller.
- 25X1A (3) Establishment of Finance Officer Positions  ~~OL/PSD is still awaiting word from OL/SD regarding the two positions~~ to be deleted from the Supply Division Staffing Complement in order to provide for these two new positions. Meantime, we understand that the Office of the Comptroller has initiated training for the individuals selected to fill the positions. (OL/PSD)
- (4) Transfer of Visual Aids Unit, DDS/SSA, to OL/PSD. A Form 261 approved 10 June 1963 was received effecting the transfer of the DDS unit to  Concurrently, GIB the two Illustrator positions appearing on the OL Staffing Complement of the Support Branch, Administrative Staff, were transferred to PSD, and the GS-11 position in this Branch was upgraded to GS-12. In a memorandum to the Executive Director dated 6 June 1963, the DD/S indicated that he has asked the Director of Personnel to monitor on a continuing basis the overall management of graphics personnel in the Agency, and to request such assistance as he may require from the components concerned to deal with specialized problems. He has also asked the Chief, PSD/OL to comment on the coordinating role which his Division can or should play after he has had a few months of experience with the unit now assigned to him. 25X1A

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- 25X1A6d (6) Liquidation of 

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Recruitment

(1) Professional Personnel

- (a) One Logistics Officer Trainee reported for duty in OL during the month. He was the twelfth to enter on duty since the beginning of the program. Of those who have come on board to date, four are now assigned to overseas SL positions, three are assigned to OL Divisions, three are still engaged in their formal or on-the-job training programs, one resigned, and one is on extended leave due to the serious illness of his father. During June two additional candidates were interviewed; one was rejected based on interview and test results, and the processing of the other is being continued. Invitee clearances were received on three applicants previously placed in process, two of whom are scheduled to come to Washington for OL interview, polygraph and medical examinations during the month of July, and the other in August. One new applicant was placed in process for invitee clearance and interview for the program.
- (b) Two Architect-Engineers were placed in process, one at the GSS-9 level, and the other at GSS-7.
- (c) One applicant we had in process as a GS-9 Transportation Assistant was disapproved by the Personnel-Security-Medical Review Panel.
- (d) One GS-13 Contract Negotiator was reassigned from OSI to the Procurement Division effective 18 June 1963. He reported for duty in OL beginning 1 July. During June, [redacted] applicants were placed in process as Procurement Assistants, one at GS-9, and the other [redacted] at the GS-7 level. Another was interviewed and given application forms to complete and return. Several other files have been reviewed and decisions are awaiting inter-views or return of application papers.

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(3) Other Categories

- (a) Three Bindery Operatives entered on duty; and one Journeyman Bookbinder and three Bindery Operatives were placed in process for the Printing Services Division during the month. This Division lost the services of one Photostat Operator and one Offset Press Operator when they departed for active military service. Four applicants we had in process as Bindery Operatives were cancelled --- one declined, one entered military service, one was killed in a traffic accident, and the other was medically disqualified. [redacted] twelve other applicants pending [redacted] clearances and are awaiting medical or polygraph approvals prior to EOD.

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